



Planning Department
215 South 4th Street; Suite F
Hamilton, MT 59840
Phone 406.375.6530
Fax 406.375.6531
planning@ravallicounty.mt.gov

OG-07-03-320

March 20, 2007

Cathy Locatelli Erickson
144 Mountain Goat Road
Hamilton, MT 59840

Dear Ms. Erickson:



The Planning Department received your refund request dated March 12, 2007, for the pre-application fee Lori Magliulo paid in February. It is the Planning Department's policy to refund fees only if no review of the submittal has occurred. In this case, John Lavey researched the pre-application submittal prior to the meeting and conducted the pre-application conference on February 28, 2007. Based on the Department's policy, a refund request would not be appropriate in this situation.

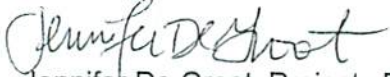
You stated in your letter that the public cannot obtain documentation to make a determination as to whether a project is a valid candidate for review. Our department strives to make subdivision information readily available. We distribute complimentary copies of the Citizen's Guide, which is a document that explains the subdivision process and includes our fee schedule and other relevant development costs that may be required. Digital copies of our Subdivision Regulations and Citizen's Guide are located on our website at www.ravallicounty.mt.gov/planning. Planners are also available to answer questions from 9 a.m. to 5 p.m. each weekday. It should also be noted that Planning staff is limited to answering objective questions about the County's subdivision regulations and procedures, and cannot dispense advice as to what constitutes a "valid candidate for review," other than to discuss whether a particular submittal complies with the regulations.

As to your concerns about the pre-application fee, the Planning Department will be adjusting its fee schedule in the next month or so. Although the public hearing date for fee schedule revisions has not yet been set, you are welcome to submit comments on our fees during the hearing.

There is no need to withdraw Ms. Magliulo's pre-application because it is not under review at this time. If she does not decide to submit a preliminary plat application within six months of the date of the pre-application conference, the pre-application file will be considered dead.

If you have questions about the items noted above, please contact me at 375-6530 for additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer De Groot". The signature is fluid and cursive, with the first name "Jennifer" being more prominent than the last name "De Groot".

Jennifer De Groot, Projects Planner

Cc: Lori Magliulo, 255 Meadowlark Lane, Hamilton, MT 59840
Ravalli County Board of County Commissioners
Subdivision file
Outgoing Correspondence file